

SAP TM-PY Course Curriculum

Day-1: Introduction of Time Management

Enterprise Structure

- Personnel sub area or employee subgroup groupings for which the same work schedule rule applies
- Employee working times by selecting specific daily work schedules
- Periods in the daily work schedules which repeat by selecting a specific period work schedule
- Define Public holidays
- Define Public Holiday calendars
- Group Personnel Sub areas for Work schedules
- Define Daily work schedules
- Define rules for variants
- Define Period work schedules
- HCM (Human Capital Management)
- Enterprise Structure
- Personnel Structure
- Master Data Maintenance
- Time Management

Day-2: Calculation of Absence/Attendance Quotas

- Time Data recording and administration
- Define PSG for substitutions
- Define Substitution types
- Feature VTART
- Define Abs types

- Determine entry screens and time constraint classes
- Define attendance types
- Determine entry screens and time constraint classes for attendances
- Group ESG for time quotas
- Group PSG for time quotas
- Define Absence Quotas
- Define Attendance quotas

Calculation of Absence/Attendance Quotas

- Permit generation of quotas in Time Evaluation
- Permit quota generation without Time evaluation
- Absence counting: define counting classes for PWS
- Rules for Absence counting (new): ESG and PSG groupings for absence counting
- Rules for Absence counting (new): Define counting rules
- Assign counting rules to Absence types
- Rules for generating Absence quotas: specify rule groupings for quota selection feature QUOMO
- Set base entitlements
- Determine validity and deduction periods
- Define generation rules for quotas
- Deductions using absence and attendance quotas: Define deduction rules and assign them to Absence / Attendance types
- Time quota compensation (info type 416)
- Define compensation methods
- Assign wage types to quotas to be compensated
- Specify system reaction for time infotypes
- Time events (IT 50 and IT 2011)
- Group personnel time events and define time events
- Cross Application Time Sheets (CATS)

Day-3: Time Evaluation Using RPTIME00

- PSG groupings for time recording
- ESG grouping for PCR
- Time Evaluation with / Without clock times
- Schemas TM04
- Rule TMON and introduction to T510S,T555Y,554C,T555A tables
- Time evaluation PT60 and discussion about PT66

Day-4: SAP HCM Payroll Training

- Overview of Payroll infotypes
- Maintain basic pay infotype 0008
- Wage types and characteristics
- Direct and indirect valuation of wage type
- Permissibility of wage type
- Basic settings for Payroll run
 - Period Parameter
 - Date modifier
 - Assign Period Parameter to new Payroll area
 - Generate Payroll Period
 - Control Record
- Overview of Payroll Run
 - Simulation
 - Release Payroll
 - Start Payroll
 - Check Result
 - Correction
 - Exist Payroll
- Maintain 0014 (Recurring payments and deductions)
 - Maintain wage type for 0014 infotype
 - Permissibility for each wage type
 - Define wage type model

- Define Periodicity
- Define Deduction Period

Day-5: Garnishment

- Cumulation
 - Define Cumulation Type
 - Define Cumulation Interval
 - Generate Cumulation Interval
 - Assign Cumulation to wage type
- Deduction
 - Define Payment Model
 - Set Pay Period
 - Assign Processing Class to wage type
 - Maintain percentage deductions for retro calculation
 - Maintain Link between wage types
- Wage types and Processing Classes
- Benefits Integration
- FICO Integration
- Tax
 - Overview of BSI
 - Tax Authorities

- Tax Areas
- Tax Types
- Maintain tax types per tax authorities
- Tax Model
- Maintain tax authorities per work area
- Display/change tax-ability model
- Tax models (Subsequent Maintenance)
- Define Tax Type Combination
- Maintain tax info-types

- Overview of Garnishment
 - Create document category
 - Create Originator
 - Define remittance rule
 - Create Government rule
 - Create Company rule
 - Create Object types
 - Disposable Net
 - Non-Exempt amount
 - Assign order type service charge to the document category
 - HR Payee maintenance
 - Remittance rule and accumulator maintenance

- Wage type maintenance
- SAP PY: Payroll Schema
 - U000
 - Functions and PCR